

**MINUTES OF THE MEETING OF
THE
MASSACHUSETTS CONVENTION CENTER AUTHORITY
ADMINISTRATION, FINANCE & PERSONNEL COMMITTEE
Thomas M. Menino Convention & Exhibition Center
Thursday, May 14, 2026
11:00 a.m.**

A meeting of the Administration, Finance & Personnel Committee of the Massachusetts Convention Center Authority (“Authority” or “MCCA”) was convened on May 14, 2026 at the Thomas M. Menino Convention & Exhibition Center (“MCEC”) and via Microsoft Teams or phone: Dial-in Number 1-857-702-2232; Phone Conference ID: 232 268 598#

Committee members in attendance were: Khushbu Webber, Michael Donovan, Ashley Groffenberger and Gwill York

Staff members in attendance included: John Barros, Joyce Linehan, Ashley Carvalho, Alain Mathieu, Yvonne Ortiz, Celina Barrios-Millner, John Donahue, Sorraia Tavares, Bradley McMillin, Claudia Russell, Daunielle Brown, Thomas Rowan, Van Cakuli, Susan Geary, Partick Bowden, Brendan Flynn and Jeannemarie Joyce

I. ROLL CALL

The meeting was called to order at 11:06 a.m. Chair Webber confirmed there was a quorum for the meeting with a Roll-Call Vote.

Roll-Call Vote:

Michael Donovan	Present
Ashley Groffenberger	Present
Gwill York	Present
Khushbu Webber	Present

II. REVIEW AND ADOPTION OF MINUTES FROM APRIL 9, 2026

A motion was duly made and seconded to approve the minutes by a Roll-Call vote.

Roll-Call Vote:

Ashley Groffenberger	Yes
Gwill York	Yes
Khushbu Webber	Yes

III. FY27 PROPOSED CAPITAL BUDGET

John Donahue, Chief of Operations and Facilities, presented. Mr. Donahue explained that the goal of the Capital Planning Program is to maintain and/or improve the capital assets and infrastructure of the Authority. In addition, it is to provide strategic or targeted investments for the Authority, leading to improved performance across all venues. Mr. Donahue explained the capital planning process, which involves project initiation forms from departments, review by the capital team, and categorization of projects into types. These categories include assessment, equipment replacement, facility improvement, and strategic investment.

Mr. Donahue reported that the FY26 approved budget was \$97,541,405 and the FY26 forecasted budget is \$75,518,496. This is a 23% underspend in FY26, primarily due to weather-dependent projects at the MCEC and delays in equipment arrivals, with significant funds allocated to the MCEC, Hynes, and Springfield.

A total of 59 project proposals were submitted for FY27, with 16 escalated to FY26, 23 deemed capital eligible, and 20 not capital eligible. New projects include major upgrades to the MCEC coffee room, digital displays, and Springfield arena improvements. The FY27 capital budget request totals \$136,249,486, with the majority allocated to previously committed multi-year projects, and approximately \$15 million for new projects; major expenditures include the MCEC roof, Hynes air handling and switchgear, deferred maintenance, and MassMutual Center life safety systems.

VOTE: The Administration, Finance and Personnel Committee of the Massachusetts Convention Center Authority recommends that the full board adopt the following vote:

VOTE: The Massachusetts Convention Center Authority hereby adopts and approves the capital budget for Fiscal Year 2027 considered this day, providing for capital expenses in the amount of \$136,249,486 (One Hundred Thirty-Six Million, Two Hundred Forty-Nine Thousand, Four Hundred Eighty-Six Dollars) and authorizes the transfer of amounts among accounts within the category of Annual Capital Projects established thereunder.

Upon a motion duly made and seconded, the Committee unanimously voted to recommend the FY27 capital budget to the full board.

Roll-Call Vote:

Ashley Groffenberger	Yes
Gwill York	Yes
Khushbu Webber	Yes

IV. FY27 OPERATING BUDGET SUMMARY

Bradley McMillin, Chief Financial Officer, reported that all prior year CliftonLarsonAllen audit findings related to fund reconciliations and asset accounts have been fully remediated, with 100% reconciliation

through March 2026 and ongoing improvements in financial controls.

Mr. McMillin reported that a recent budget revision showed operating expenses for FY26 are expected to end flat compared to prior forecasts, with CCF funding slightly higher than budgeted, and management closely tracking expense ratios.

V. MARCH 2026 FINANCIAL UPDATE AND Q4 FORECAST

Mr. McMillin reported that MCEC revenue decreased from the budget by \$0.9 million primarily as a result of: service revenue (-\$0.3 million), cancelled show (-\$0.3 million) and parking revenue (-\$0.2 million).

Hynes revenue decreased from the budget by \$2.5 million primarily as a result of food and beverage (-\$2.1 million) and convention center rent (-\$0.2 million).

MassMutual Center revenue increased \$1.3 million from the budget primarily as a result of significant groups in the convention center (meetings/conferences, consumer shows, banquets and conventions). The positive March variance is due to the financial success of the Disney on Ice event.

Lawn on D, Boston Common Garage and Springfield Civic Center Garage revenue are materially on budget.

MCEC expenses increased from the budget by \$3.5 million primarily due to: compensation and benefits (-\$1.7 million); contracted services (-\$1.5 million), utilities (-\$0.9 million). This was partially offset by decrease in software and fiscal fees (+\$0.4 million).

MassMutual Center expenses increased \$1.8 million from the budget comprised of expenses from Disney on Ice (+\$0.5 million) and fiscal fees (+\$0.5 million).

Hynes expenses decreased proportionally to revenue from the budget by \$1.5 million primarily due to compensation (+\$0.6 million) due to headcount; utilities (+\$0.3 million), cleaning (+\$0.3 million), IT services (+\$0.2 million).

Central Administration expenses increased from budget (-\$1.4 million) primarily due to compensation and benefits (-\$0.6 million) and professional legal services (-\$0.6 million) but was offset by Sales and Marketing (+\$0.3 million).

Thomas Rowan, Director of Financial Planning & Analysis, explained the FY27 budget was developed using a decentralized, zero-based approach with department head input. Mr. McMillin reported operating revenue is projected flat, while a 4% increase in expenses is primarily driven by headcount additions, union and COLA increases, and minimal attrition assumptions.

Mr. McMillin presented FY27 economic impact estimates, projecting \$1.4 billion in total impact, 1.3 million visitors, 2.8 million visitor days, and over 6,500 jobs supported, representing a significant increase from the COVID recovery period.

VI. OLD BUSINESS

There was no old business.

VII. NEW BUSINESS

There was no old business.

VIII. ADJOURNMENT

Upon a motion duly made and seconded, a Roll-Call vote to adjourn the meeting was conducted.

Roll-Call Vote:

Gwill York	Yes
Ashley Groffenberger	Yes
Khushbu Webber	Yes

The meeting adjourned at 11:34 a.m.